

ORDINANCE NO. _____

AN ORDINANCE amending Chapter 2.76 of the Lincoln Municipal Code, the Personnel System, by amending Section 2.76.155 relating to longevity to increase the longevity pay for employees with a pay range prefixed by “X” and for part-time NAGE employees; amending Section 2.76.395 relating to vacation leave with pay to allow for accruals of 80 hours over their annual maximum vacation accrual for employees in a pay range prefixed by “X”; and repealing Sections 2.76.155 and 2.76.395 of the Lincoln Municipal Code as hitherto existing.

BE IT ORDAINED by the City Council of the City of Lincoln, Nebraska:

Section 1. That Section 2.76.155 of the Lincoln Municipal Code be amended to read as follows:

2.76.155 Compensation Plan; Longevity Pay.

(a) Employees with a pay range prefixed by the letter “E” shall annually receive longevity pay based upon the total length of service with the city. Such pay shall be effective beginning with the first full pay period following completion of the specified years of service. Payment shall be made on a prorated basis on each regular payday. The longevity schedule shall be as follows:

<u>Completed Years of Service</u>	<u>Annual Pay</u>
5 years	\$ 266.00
10 years	\$ 495.00
15 years	\$ 812.00
20 years	\$1,054.00
25 years	\$1,338.00

Employees with a pay range prefixed by the letter “E”, hired August 29, 1991 or after, shall annually receive longevity pay based upon total continuous length of service with the city. For the purpose of longevity pay, any employee who terminates employment and who is later reemployed shall be treated as a new employee.

(b) Employees with a pay range prefixed by the letter “X” or “N” shall annually receive longevity pay based upon the total length of service with the city. Such pay shall be effective beginning with the first full pay period following completion of the specified years of service. Payment shall be made on a prorated basis on each regular pay day. Employees with a pay range prefixed by “X” or “N” who are scheduled to work less than forty but at least twenty hours per week shall receive longevity pay based on the number of hours worked each pay period. The longevity schedule shall be as follows:

<u>Completed Years of Service</u>	<u>Annual Pay</u>
5 years	\$ 215.00
10 years	\$ 405.00 <u>500.00</u>
15 years	\$ 612.00 <u>754.00</u>
20 years	\$ 816.00 <u>977.00</u>
25 years	\$ 1,002.00 <u>1,300.00</u>

Employees with a pay range prefixed by the letter “X” or “N”, hired August 29, 1991 or after, shall annually receive longevity pay based upon total continuous length of service with the city. For the purpose of longevity pay, any employee who terminates employment and who is later reemployed shall be treated as a new employee.

Section 2. That Section 2.76.395 of the Lincoln Municipal Code be amended to read as follows:

2.76.395 Vacation Leave with Pay.

1 (a) Amount. Each employee with a pay range prefixed by "E" shall earn vacation leave
2 credit annually as follows:

3 After original appointment -- at the factored hourly equivalent of 88 hours per year

4 After five years of service -- at the factored hourly equivalent of 120 hours per year

5 After ten years of service -- at the factored hourly equivalent of 136 hours per year.

6 After fifteen years of service -- at the factored hourly equivalent of 160 hours per
7 year.

8 After twenty years of service -- at the factored hourly equivalent of 192 hours per
9 year.

10 After twenty-five years of service -- at the factored hourly equivalent of 200 hours
11 per year.

12 Each employee with a pay range prefixed by "N" or "X" shall earn vacation leave credit
13 annually as follows:

14 After original appointment -- at the factored hourly equivalent of 80 hours per year.

15 After five years of service -- at the factored hourly equivalent of 112 hours per year.

16 After ten years of service -- at the factored hourly equivalent of 128 hours per year.

17 After fifteen years of service -- at the factored hourly equivalent of 160 hours per
18 year.

19 After twenty years of service -- at the factored hourly equivalent of 184 hours per
20 year.

21 After twenty-five years of service -- at the factored hourly equivalent of 192 hours
22 per year.

23 The department head may require that vacation leave be taken not less than one day at a time.

24 Vacation leave credit shall not accrue during a leave of absence without pay.

1 (b) Vacation leave shall not be granted during the first six months of employment. Each
2 department head shall keep records on vacation leave credit and use and shall schedule vacation
3 leave with particular regard to the seniority of employees, to accord with operating requirements,
4 and insofar as possible, with requests of employees.

5 (c) Accumulated leave. An employee may accumulate vacation leave to a maximum of
6 forty hours over and above the employee's maximum annual earning rate, for employees with a pay
7 range prefixed by 'E'. An employee may accumulate vacation leave to a maximum of eighty hours
8 over and above the employee's maximum annual earning rate, for employees with a pay range
9 prefixed by 'X'.

10 (d) Vacation payout. Any employee who separates from the city service shall be
11 compensated for vacation leave accrued and accumulated to the date of separation. The vacation
12 payout shall occur with the paycheck immediately following separation. In the event the separation
13 is the result of retirement, as defined by the applicable retirement plan, an employee may elect to
14 utilize vacation until all accrued vacation has been exhausted.

15 (e) Waiving vacation. For the purpose of maintaining necessary personnel on duty to
16 accomplish city work, a department head, with approval of the Mayor, may waive accumulated
17 vacation leave in excess of eighty hours. Waived vacation will be paid to the employee at the
18 employee's usual rate of pay as of the last January 1, provided there are sufficient funds in the
19 department's budget for salaries.

20 (f) Vacation bank payout. For employees maintaining a vacation bank, excluding ranges
21 prefixed by "B" or "F", the employee may request to sell all or part of their bank at the first full pay
22 period in July each year. Such request for payment shall be made in writing and approved by the
23 employee's department head and the Mayor, provided there are sufficient funds in the department's

1 budget for salaries. Payment for requested hours will be paid at the employee's usual rate of pay
2 as of the last January 1.

3 Section 3. That Sections 2.76.155 and 2.76.395 of the Lincoln Municipal Code as
4 hitherto existing be and the same are hereby repealed.

5 Section 4. That this ordinance shall take effect and be in force from and after its
6 passage and publication according to law.

Introduced by:

Approved as to Form & Legality:

City Attorney

Approved this ____ day of _____, 2006:

Mayor